

**Town of Felton
Town Council Meeting
March 14, 2011
7:00pm**

Mayor Kelley called the Town Council of Felton Meeting to order at 7:00pm on Monday, March 14, 2011. Present at the meeting were:

Council Members: Mayor Kelley, Vice-Mayor Joanne Clendaniel, Joe Yapsuga Jr., Kevin Fletcher and Anthony Carroll.

Staff: Town Manager, Rebecca Greene; Chief of Police, Levi D. Brown; Town Clerk, Sarah Ferguson.

Public: Gene Carlisle - Resident

Council members Sworn In:

Mayor Kelley swore in returning Council members Joe Yapsuga, Joanne Clendaniel and Kevin Fletcher.

Motion: Councilman Yapsuga made a motion to adjourn to Executive Session for reorganization of Council. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Mayor Kelley reopened the Regular Town Council Meeting. He then announced that Council had decided that he would remain Mayor and Councilwoman Clendaniel will remain Vice-Mayor.

Citizen Concerns:

Councilman Fletcher stated that he was notified by residents living near 210 W Main St that the owner Mr. Haldeman plans on demolishing the property. The residents are concerned about the cockroaches and termites in that house coming over to theirs when the property is demolished. Councilman Fletcher continued stating that he has been inside the home and this is a very real issue. Rebecca believes that they have to treat the home before the demolition and she has a call in to Leslie Persans at Kent County Division of Permitting and Enforcement to talk her about the issue.

Mayor Kelley felt that he made a mistake by voting against giving additional funds to the Odd Fellows. He spoke to Lawrence Kates of the Odd Fellows about the fence at the Odd Fellows Park and asked him how they raised money. Mr. Kates said it was through member dues which a lot of members don't pay. The Mayor said that Mr Kates agreed that the request for funds was not handled correctly and that Mr. Adams was not the right person to send to talk to Council. Mayor Kelley explained that he has grown up in this Town and seen all the good things that the Odd Fellows do like the Santa House and the Memorial Day Services. He would like to see the Town help them more and he said that it was very generous of Mr. Carroll to donate his own money toward the fence. Rebecca suggested that at the June meeting Council look at the budget and decide if they can give an additional donation to the Odd Fellows. Council agreed that was a good idea.

Councilman Yapsuga stated that since he had so many complaints about the half finished house on Fan Branch Lane he called Levy Court and had the residents that made complaints also call Levy Court. Rebecca said that she wished he had not done that since she had already talked to the county and they have someone assigned to the case.

Rebecca explained that Kent County has a building permit for the house but no proof of an inspection on the footer so the county wants them to tear the building down to the footer for inspection. The mortgage company that owns it now wants to sell it to a local contractor but the contractor is waiting until he knows if the County is going to require a complete tear down because he does not want to pay as much for the property if he will have to build from the ground up.

Budget Report:

Rebecca presented the Budget Report stating that the Town made more money than it spent in February. Council reviewed the Budget Report. Councilwoman Clendaniel asked how the Police Department is doing being down an officer and Rebecca replied that they are getting by but it has been hard. Rebecca stated that there have been a number of vehicle repairs for the Police Department. Rebecca spoke to Chief Brown about moving the excess SEU funds to the overtime line and he is in agreement.

Motion: Councilman Yapsuga made a motion to accept the Budget Report. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Police Report:

Chief Brown reviewed the Police Report for February 2011 (see attached). He stated that the tickets for February 2011 were:

Officer	2010	Regular 2011	SEU 2011	Total 2011
9451	77	170	32	202
9452	117	152	57	209
9453	70	0	0	0
9454	9	90	38	128
9455	62	56	17	73
Total	335	468	144	612

Councilman Carroll asked why the number of citations almost doubled this year and Chief Brown replied that last year in February there was a snow State of Emergency plus there were a lot of arrests in February last year.

Councilman Yapsuga asked about running two officers overnight on weekends and Chief stated that he plans to run two officers every other weekend when weather breaks using EIDE money. Councilman Fletcher asked if it would be a good idea to stagger the officer's hours because of the robberies at the Shore Stops and Goose Creek. Chief Brown responded that he has considered doing that on weekends.

Mayor Kelley mentioned that there have been thefts in Frederica and Chief Brown responded that all of the thefts were crimes of opportunity where vehicles and sheds were left unlocked. There were 32 robberies of this type reported this weekend and the Felton Bank inside the Wal-

mart in Camden was robbed in the middle of the day Chief said. We have been very fortunate here in Felton he continued. Chief spoke to the Fire Dept about putting "lock doors" on their marquee.

Chief Brown said they are working on filling the vacant position and that the week of April 4th they will put an ad in the paper. He continued saying that Greenwood PD had put out feelers last week and have only had one application. He will also be looking at what happens with Harrington since they are also looking for officers.

Councilman Fletcher asked how the Department is doing without one officer and Chief said that right now they are making it work but it is painful. He is also concerned that Officer Guild could be called overseas at any time and be gone for six months. Chief Brown explained that Officer Guild still has a three and a half year commitment with the Air Force.

Chief Brown reported that all of the Officers worked Narc overtime together and it was beneficial for their cohesion since they all worked well together.

Motion: Councilman Fletcher made a motion to accept the Police Report. Councilman Yapsuga seconded the motion. The motion passed unanimously.

Minutes:

Mayor Kelley presented the February 14, 2011 Town Council Meeting Minutes and asked if there were any corrections. There were none.

Councilwoman Clendaniel asked what happened with the Lake Forest invoice from last month and Rebecca answered that Davis, Bowen and Friedel is going to issue a credit to the Town.

Motion: Councilwoman Clendaniel made a motion to accept the February 14, 2011 Town Council Meeting Minutes. Councilman Fletcher seconded the motion. The motion passed unanimously.

Curbside Recycling:

Rebecca stated that the curbside recycling program starts September 1st but residents received postcards from IDS that were confusing. She continued stating that they wanted the Town to start April 1st but we can not mandate that residents receive curbside recycling until September 1st. Rebecca also let Council know that recycling will be an additional \$12 a quarter.

Councilman Yapsuga stated that residents in his neighborhood did not have their trash picked up because there were a few pieces of grass in the container. Rebecca reminded Council that the State has imposed a yard waste ban and that IDS can not pick up any trash that has yard waste in the container. Councilman Yapsuga asked what residents should do with yard waste and Rebecca stated that they can compost it or bring it to a yard waste collection point but they will be charged \$1 per bag if they do that.

Councilwoman Clendaniel asked if residents do not want to recycle will they have to pay the additional \$12 and Rebecca answered that yes they will have to pay adding that recycling cans will be distributed the last two weeks of August.

Artesian to Purchase Water In Bulk:

Mayor Kelley stated that there is a property on Paradise Alley Road that wants to put in a forty home subdivision and they have asked Artesian about providing water service. The Mayor continued stating that instead of putting in a well and water tower Artesian wants to tie into the Town's water system at the intersection near the Lake Forest trailer park. We would provide them with bulk water that they would then sell to the residents. Mayor Kelley stated that there is nothing definite and that Artesian is looking at the development plans to see if it would be feasible and they will get back to the Town.

Councilwoman Clendaniel asked if our system can support that many homes and Rebecca answered that yes our system could handle an additional forty homes. Councilman Carroll asked how many homes the system could handle and Rebecca replied that without upgrades it could handle approximately one thousand units and we are currently at five hundred and twenty-five.

2012 FY Budget:

Rebecca stated that she would like to review each item separately and get Council's feelings so that she can give them a preliminary budget at the April meeting.

Employee Pay Raise - Rebecca stated that she and Chief Brown feel that any raises should depend on an Employee Evaluation. She would like to see employees receive a 2-4% raise depending on their score. Rebecca will do the evaluation for Chief Brown, Sarah and Ralph. The Mayor would do Rebecca's evaluation and all of council would review her evaluation.

Councilman Fletcher stated that he did not want to be locked into 4% and Rebecca replied that before the budget issues employees were receiving a raise of 3-4%. Councilwoman Clendaniel stated that she wants to see the evaluation form before it is used and Rebecca said that would be fine.

Councilman Fletcher stated that health benefits are going up and currently the town is paying the full amount while the state asks their employees to pay a portion. Councilman Fletcher continued stating that he does not feel it is out of line to ask employees to pay a portion of their health insurance.

Mayor Kelley stated that he feels that everyone should get the same amount of a raise but people that are not doing their jobs should be dealt with. Councilman Fletcher suggested that the Town should pay a flat rate increase because then everyone will be rewarded equally.

Mayor Kelley stated that at Artesian when it is time for raises his boss gets a certain amount of money that he can distribute as he sees fit. Councilman Fletcher does not feel that evaluation based raises are fair since there are two employees who would have received at least a 2% raise that they did not deserve. Rebecca stated that employee discipline does not wait until the evaluation. Councilman Yapsuga asked if Council can we get a pool of money that they will put toward raises.

Councilman Fletcher asked if they will know the results of the evaluations before they have to approve the budget and Rebecca stated that evaluations are done in June but for the budget process she would assume everyone got 4% raise. Councilman Yapsuga asked when will raises

would start and Rebecca said they would be effective July 1st. Rebecca calculated the increase in payroll if all employees received a 4% raise and it came to \$14,748.

Council Reinstatement of Pay – Rebecca asked Council if Council pay should be included in the budget and Council said yes.

Miscellaneous Items – Rebecca stated that the Police SEU money will be reduced to \$20,000 and the hourly rate will be increased to \$30 so it will be more than everyone's overtime except Chief Brown's. She added that if the Police Department uses all of the \$20,000 they would have brought in enough revenue that the line could be increased.

Rebecca stated that the Administrative Assistant to the Police Department position will be eliminated.

Councilman Yapsuga asked if a fourth full-time officer will be added to the budget and Rebecca said yes it would include a fourth officer. Councilman Fletcher asked if the new employee will be certified and both Rebecca and Chief Brown stated that they hoped to get someone certified. Councilman Fletcher asked what would happen if they could not find a certified officer and Chief responded that the Town would have to put someone through the academy.

Councilman Yapsuga asked the cost of putting an officer through the academy and Chief Brown answered that the Town just pays their regular payroll & benefits. Chief called Mark Anderson the Chief of Greenwood and he said it would be ten to eleven months before an officer is on the road since it is six months in the academy and then four months of ride alongs.

Chief also explained that he is looking for someone who will fit in with the department and the other officers.

Rebecca stated that she is hoping to get Municipal Street Aid again next year so a new Police vehicle could be purchased.

Rebecca stated that the Water Department may need to purchase a new handheld since the current one is having issues.

Councilman Fletcher asked about the East Street extension and Rebecca stated that they are moving along and expect to be done within the ninety day window.

Motion: Councilman Yapsuga made a motion to adjourn Council Meeting. Councilwoman Clendaniel seconded the motion. The motion passed unanimously.

Sarah Ferguson, Town Clerk prepared these minutes.

Sarah Ferguson

Date